



STATE CONTINUING EDUCATION CLOCK HOURS (SCECH) PARTICIPANT DATA FORM – PROGRAM

To earn State Continuing Education Clock Hours (SCECHs) for this program through Michigan Department of Education you must:

- Turn this form in to the Monitor located at the Registration desk immediately following the program.
- Attend the required hours.

<i>PARTICIPANT SECTION:</i>	<i>Participant must complete this entire section and turn in immediately following program.</i>
(please print first/last name) N A M E 	
MOECS Personal Identification Code: Participants who are K-12 school district employees or hold a certificate or license issued by the Michigan Department of Education (MDE) have a PIC in the Michigan Online Educator Certification System (MOECS) and may use the MOECS to keep track of their SCECHs. For SCECHs to be credited to the MOECS account, the individual <u>must complete the MDE online SCECH evaluation as soon as possible.</u> The evaluation may be accessed through your MOECS account, under the View/Update Professional Learning menu item on the left side of your screen. Please note that the evaluation notifications are system generated and will be sent from MOECS-NoReply@michigan.gov	You must complete: <input type="checkbox"/> *My PIC is: _____ <i>If you don't know your PIC, it is located in your MOECS account under the Manage Demographics menu item on the left side of your screen. Please turn this form in, even if you don't know your PIC.</i> <i>*I do have a teaching certificate such as: Teacher, Professional Education, Occupational, School Psychologist, School Counselor License or School Administrator.</i>
E-mail address:	
Mailing Address: Street Address City, State ZIP	
Home or Cell Phone Number:	
Work Phone Number:	
Participant's Signature: 	

<i>SCECH COORDINATOR SECTION:</i>	<i>SCECH Coordinator completes.</i>
Program Title:	CTE Learn
Presenter:	ACTE
Starting Date:	
Ending Date:	
Total Clock Hours:	

PROGRAM MONITOR'S SECTION:

Program Monitor's Signature: _____ **Date:** _____

PA 96 Advisory: It is a criminal offense to use or attempt to use a State Continuing Educational Clock Hours transcript or certificate of completion that is fraudulently obtained, altered, or forged to obtain and/or maintain school administrator, teacher, and/ or school psychologist certification, or other State Board approval.